

**CLASSIFIED STAFF COMMISSION
CLEMSON UNIVERSITY
MINUTES**

February 13, 1996

President Robbie Nicholson called the meeting to order at 10:10 a.m.

The minutes were corrected to reflect Barnes and Moore as present, then approved.

Present: Adams, Becker, Belding, Bell, Daniel, Harbin, Haynes, Hickman, Holladay, Hubbell, Kleister, Lappie, Matheson, McCaskill, McGuirt, Moore, Nicholson, Pullen, Warmath

Absent: Allgood, Barnes, Bishop, Butler, Clark, Evatt, Harbin, Herrin, Hunnicutt, Irick, Jameson, Johnson, Jones, D., Jones, B., Ladd, Lyda, Massey, Moore, Palmer, Parker, Perry, Robbins, Simmons, Spangenburg, Staggers, Stuntz, Thompson, Wallace

Guests: Susan Reeves, Pattie Watkins, Olivia Shanahan

President Nicholson introduced Vivian Morris, Gender/Salary Equity Committee, our guest speaker for the day. Vivian spoke about the current gender and salary equity studies that are in process. Lists are generated showing current salary breakdowns and studied for any inequities. Employees are evaluated by grade and cases of inequity noted. Names of employees identified are forwarded to the Deans of the Colleges and the inequity is justified or corrected. These are now on Vivian's desk for review and resolution by July 1, 1996. This is an ongoing process and approximately 50 people were identified as a potential problem. The comparisons are done within Vice Presidential areas. Vivian distributed a handout with the names of the members of the Women's Commission and their mission statement. Any question of inequity or other women's issues can be directed to the Women's Commission Office at 301-J Brackett Hall, telephone #864-656-1532. Inside Clemson is the communications vehicle used by the Women's Commission; meetings, programs and general information is published in this biweekly paper.

Report from the President:

A. President's Cabinet Report:

1. Bud Webb gave a presentation on the funding for agriculture that was presented to legislators in hopes of generating additional funding. Raises are mandated by the state but only a portion of them are funded. The goal is achieve total funding for all state raises.
2. Students are using a portion of the Panther generated funds to sponsor a Clean Sweep Program on March 29, 1996. Robbie has suggested requesting Panther funds to sponsor a program. The idea would need to be developed before the request is made.

3. Ben Anderson reported on a self-study being conducted by the Athletic Department and ending in January of 1997. Once completed, the report will be forwarded to the NCAA.
4. The Alumni National Council has chosen the recipients of the 1996 National Service Awards. Five awards are given and this is the first year that a woman has been named.

Committee Reports:

- A. **Policy/Welfare**--No report, meeting today at 1 p.m. in Holmes Hall
- B. **Communications**--No report, meeting March 7, at 10 a.m. in 303 Rhodes
- C. **Scholarship**--Tony McGuirt reminded everyone the deadline for scholarship applications is March 1, 1996. A letter specifically requesting the Classified Staff Commission Scholarship should accompany the financial aid form. This correspondence must include the name and position of the classified employee, applicant's name and scholarship title. The annual golf tournament is April 20 (rain date April 27) at Boscobel and the cost is \$40.00 per person. Hole sponsors (\$100 each) and prizes(any value) are being solicited by Kaye Hickman and Cathy Bell respectively.
- D. **Budget**--No report
- E. **Membership**--Kaye Hickman reported on the election process that is underway. Nomination forms have been returned and ballots need to be distributed upon receipt. The following persons were approved as alternates by the executive committee: Dixie Carroll for Tony McGuirt, Carolyn Scott for Ron Lyda, Sherry Pierson for Gladys Butler, and Olivia Shanahan for Luther Crouch. Two members of this committee, Alexandra Barnes and April Haynes, will meet with Policy and Welfare today regarding the Policies and Procedures revisions. The Banquet is April 9, 1996, at the Madren Center, 10 a.m. regular meeting followed by 11:30 a.m. luncheon. Kaye reminded everyone to bring their notebooks if they have not done so.

University Committees:

- A. **Traffic/Parking**--No report
- B. **Accident Review Board**--Nine Motor Pool accidents were reviewed; 7 were referred to defensive driving, 5 were assessed \$200.00 damages and 2 were no fault. Six other cases involving University drivers were discussed; 3 were referred to defensive driving and 3 were no fault. An additional 5 miscellaneous incidents to University vehicles (origin unknown) were reported. Lillian gave a synopsis of the type of accidents that occur and a majority are related to backing.
- C. **Joint City/University**--Michael Moore reported on the last meeting. Public input was heard regarding the extended lease on the YMCA property. Much discussion surrounding the lease ensued. Mike requested input or suggestions from any interested Commission member. Gary Ransdell gave information on the privatization issues; RFPs are out or ready to go out on child care, Ag Sales, and travel management. The logic behind the RFP for travel is to prevent large discrepancies that occur in costs for people on the same flights and general financial savings. Mariott Corporation will assume management of maintenance at Clemson. There is approximately \$100,000,000 in deferred maintenance costs at the University. Private homes on holes 13-15 of the new golf course have been proposed.

D. **Athletic Council**--An abbreviated copy of the last minutes are on the table in the front of the room.

E. **Recreation Advisory**--Disbanded

F. **Telecommunications**--Kaye Hickman reported that the three consultants presented their findings and made recommendations. Responses were requested from different University committees and results are not yet available.

G. **Bookstore Advisory Committee**--Cathy Bell resported on the January 22, 1996, meeting. The bookstore staff was introduced and Alan Schaffer was elected chairman. The bookstore welcomes any input; including special requests and changes. Please contact Cathy and she will bring recommendations to the Committee.

Report from SCSEA--Robbie urged everyone to contact their legislators again regarding the raises for all employees. The time is short and all input is critical. Claude Marchbanks has been quoted as supporting a bill recommending a 4% across the board cost-of-living increase.

Unfinished Business:

A. The revision of the Policies and Procedures is progressing and will be brought before the full Commission shortly.

B. University Governance report issues need to be addressed. All comments are due to Robbie by February 17, 1996. We need to ensure representation on committees that affect the Classified Staff and review wording that excludes staff from areas that directly impact us.

New Business:

None

The meeting adjourned at 11:35 a.m.